

The meeting was called to order by Ms. Wedge at 6:10 PM. The following members were present:

Ms. Sylvia Wedge, Chair	Mrs. Terri Cortvriend, Clerk	Mrs. Marge Levesque
Mr. Richard Carpenter, V. Chair	Mr. Jamie Heaney	Mr. Douglas Wilkey
	Mr. Michael Buddemeyer	

Also Present: Dr. Lusi, Assistant Superintendent Jermain, Christine Tague, Patti Cofield

A motion was made by Mr. Carpenter and seconded by Mrs. Levesque to adjourn to Executive Session pursuant to R.I. Law 42-46-5, Exceptions (a)(1) Job Performance/Personnel Matters, (a)(2) Collective Bargaining and/or Litigation; or (a)(8) Student Discipline. So voted 7-0.

Public Session recessed at 6:10 PM and resumed at 7:00 PM.

1. **CHAIRMAN'S REPORT:** Ms. Wedge announced that an Executive Session was held at 6:00 PM, and one vote was taken on a personnel matter. The Committee voted unanimously to send a letter of intent to Dr. Lusi to renew her contract. Ms. Wedge reported that four facilities tours have taken place, and the tour of Elmhurst School is scheduled for tomorrow at 4:00 PM and is open to the public. She stated that two of our facilities are in the latter stage of crumble.
2. **SUPERINTENDENT'S REPORT:** Dr. Lusi congratulated High School Senior Timothy Flight, who will be signing a National Letter of Intent to play baseball at Charleston Southern University in Charleston, South Carolina. He is the third senior this year to sign a National Letter of Intent to play Division 1 sports. Dr. Lusi gave an update on the performance audit process. She stated that focus groups are being conducted at the schools, and surveys have been sent out to every employee. The consultants from Berkshire Advisors will be here on a weekly basis. Dr. Lusi also reported that at last night's Town Council meeting, a discussion took place regarding the Liaison Group as part of the performance audit.
 - a) **Teaching and Learning:** Assistant Superintendent Jermain announced that Portsmouth Middle School will be holding their Art Showcase on Thursday from 4:00 to 6:00 PM. She reported that she and Rose Muller will be attending a breakfast meeting tomorrow showcasing the Maximus Student Information Reporting System that we are now using and how it can tie into standardized report cards and other reports for tracking student achievement. She also reported that professional development is ongoing, and the UBD team met today.
 - b) **Finance and Operations:** Ms. Tague reported that Central Admin has been busy with the audit, on state reports that are due in November, and on several bid awards.

- c) **High School Liaison:** Miss Julie MacDougall announced that the students made pies for the Senior Center last week, and they are holding a blood drive this Friday. Portsmouth High School is the Number 1 school for blood donations in Rhode Island. She announced that Santa's Workshop is being held on December 16th, and it is free of charge. The Laramie Project is playing on Thursday, Friday, and Saturday in the high school auditorium.

3. **SPOTLIGHT**

- a) **National Board Certification.** A motion was made by Mr. Carpender and seconded by Mrs. Cortvriend to commend Ms. Mary Ellen Johnson, Portsmouth High School art teacher, for achieving National Board Certification from the National Board for Professional Teaching Standards. So voted 7-0.

4. **APPROVAL OF MINUTES**

The approval of the minutes of the meeting held October 9, 2007, was withdrawn from the agenda.

5. **CONSENT AGENDA**

- a) **Requests for Leave of Absence.** The Superintendent recommends adoption of the following resolution, "that the Committee approves the requests for Family and Medical Leave in accordance with the backup information." A motion was made by Mr. Carpender and seconded by Mrs. Cortvriend to approve the Consent Agenda as presented. So voted 7-0.

6. **BUSINESS AGENDA**

- a) **Request for Approval – Payment of Reconditioning Invoices from Athletic Receipts.** A motion was made by Mr. Carpender and seconded by Mrs. Cortvriend to approve the payment of reconditioning invoices in the amount of \$8,217.00, to be taken from the Gate Receipts account. So voted 7-0. Ms. Tague explained that this is a result of a lack of budgetary appropriation in the prior fiscal year. She stated that she is trying to align the expenditure in the year in which it occurred. There will be approximately \$32,000 remaining in the Gate Receipts account.
- b) **Discussion/Action – In\$ite Supplemental Data and Report Certification.** Ms. Tague reported that this report was submitted and becomes part of the data warehouse statewide. She reported that the per pupil costs went up including out-of-district by approx \$326 per pupil. The enrollments are based on an average head count. There was an increase in students of approximately 106 from 2005 to 2006. Mr. Carpender made a motion that the In\$ite report be accepted as presented. Seconded by Mrs. Cortvriend. So voted 7-0.

- c) **Bid Award – Sprinkler System, PMS.** A motion was made by Mr. Carpender and seconded by Mrs. Cortvriend to award the contract for the Sprinkler System at Portsmouth Middle School to Energy Electric in the amount of \$819,000; including the \$39,000.00 contingency. Seconded by Mr. Wilkey. So voted 7-0. Mr. Joe Watson from Hughes Associates explained that seven bids were received, and they recommended that the School Department accepts the lowest combined bid for fire suppression upgrades and fire alarm upgrades, which was submitted by Energy Electric.
- d) **Bid Award – Sound System, PHS.** Mr. Carpender made a motion that the Committee awards the contract for the Sound System at Portsmouth High School as proposed. Seconded by Mrs. Cortvriend. So voted 7-0. It was announced that the agenda advertised in the newspaper indicated that the sound system was for Portsmouth Middle School. As a result, Mr. Carpender amended the motion to award the contract pursuant to a legal review. So voted 7-0.
- e) **Discussion/Action – Town Request for Individual RI Employer ID Number for the School Department.** Dr. Lusi stated that she received a letter from Mr. Driscoll and then Mr. Faucher requesting that the School Department apply for its own Employee ID Number. The basis of the request is that the Town uses ADP to outsource its payroll. The Town has wanted the School Department to use ADP for a number of years. A meeting took place in 2004 with an employee of ADP present, and it was determined at that time that it takes the Town 9 1/3 hours per month to manage its responsibilities pertaining to the School Department payroll. A discussion took place in 2005 with Dr. Lusi, Robert Driscoll, David Faucher, and Mrs. Brown, regarding the costs associated with using ADP. Mrs. Brown explained that it would cost \$10,000 to switch to ADP, and it would make it impossible to encumber our salary lines and to run other reports that we currently use in tracking our budget. In addition, we would not be able to track funds and run reports regarding salary. Recently, ADP advised the School Department that the cost to use their services would be a minimum of \$15,000. There would also be no reduction in staffing costs for the School Department. Regarding the School Department having its own Employer ID number, Ms. Tague talked to her counterpart in Lincoln, Lori Miller, and was told that initially they had to pay a consultant approx \$70,000 to set up the process by which they could do payroll taxes. She was also told that they had to reconcile the bank statements for payroll taxes, which required an additional .5 clerical position. Dr. Lusi stated that the performance auditors are looking closely at town and School Department duplication of efforts. She spoke with a Berkshire representative regarding whether it would be advisable for the School Department to have its own ID number, and the representative said that addressing this question was well within their scope of work. Dr. Lusi recommended that the School Committee ask the Town to make the issue of having separate EINs for the schools and the Town and/or contracting out the School Department Payroll a part of the performance audit. Mr. Carpender made a motion that the Superintendent corresponds in writing with the Town Administrator that Berkshire Advisors analyzes the issue of using an outside payroll vendor or separate EIN and provide an

analysis and recommendations. Seconded by Mrs. Cortvriend. So voted 7-0.

- f) **Discussion/Action – Legislative Agenda.** Dr. Lusi asked that the Committee approve the proposed legislative agenda in concept. She stated that this is not specific language that may or may not end up in legislation, and the Committee would not be endorsing a specific bill at this time. The agenda items were:

School Funding Formula – adopt a funding formula that provides fair and predictable funding for education

S-3050 – revise so that communities can use growth in tax base without exceeding the cap

Alternative energy/“green power” – support legislation that improves the rate of return on power supplied to the electrical grid

Group Home Aid – increase the per bed reimbursement rate for group homes

Tort Reform – support the Interlocal Trust’s legislation

State Retirement – decrease the cost of the state mandated pension system

Mrs. Levesque asked Dr. Lusi to add the vocational/technical issue to the list; and Mrs. Cortvriend asked to add out of district transportation. Mr. Carpenter made a motion that the School Committee approves the draft agenda including the transportation and vocational items discussed. So voted 7-0.

7. **SUBCOMMITTEE AGENDA**

- a) **Finance:** No report.
- b) **Policy:** Dr. Lusi stated that the Policy Subcommittee is reviewing the Building Use policy and the issue of custodial costs for users who do not need a custodian.
- c) **Gymnasium Construction Oversight Committee (GCOC):** No report.
- d) **Prudence Island School Working Committee:** No report.

Mr. Carpenter made a motion to adjourn. Seconded by Mrs. Cortvriend. So voted 7-0. Meeting adjourned at 8:12 PM.

Respectfully submitted:

Patti Cofield
Recording Secretary for

Terri Cortvriend, Clerk